
	Kitimat Modernization Project DISPATCH INFORMATION	
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Kitimat Modernization Project:

- Is governed by a Project Labour Agreement, not the Standard Industrial Agreement – there are some differences
- All employees outside of the Kitimat/Terrace area will be offered a 41 calendar days in – 7 days out rotation. Rotational breaks will commence from end of shift on Saturday's.
- Normal work week is Monday to Friday 7:00 am to 5:30 pm and Saturday 7:00 am to 3:30 pm; there are other established shifts, some contractors have a night shift
- KMP bussing service (Haisla Shuttle) requires employees to wear seat belts on the bus at all times

CDS Substance Testing:

- Agreement between Canada Labour Relations of BC and the Coalition of BC Building Trades Unions
- Prior to dispatch, potential employee will be sent for a pre-access nine (9) panel swab substance test
- Dispatch and travel only after you receive "Current" status for potential employee

Date of Arrival:

- Employees can arrive one day before their Orientation; Camp Accommodations will not be available prior to this
- Employers will complete the Access for Orientation Request and Accommodation Request – Unions have no action for this
- Accommodation Coordinator will notify the Camp of the employees arrival date and approximate time
- Hours of arrival are between 5:00 AM and 10:00 PM – contact the Accommodations Coordinator at (250) 639-0498 if an exception is required

Camp Accommodations:

- No Living Out Allowance (LOA)
- Camp access and dining is only available to approved residents
- Hotel Style Camp – on turn around, employees will "check out" of their rooms, the Camp Attendants will secure their personal items. Upon return, the employees personal items will be placed in their new room
- Behavior in camp is related to work on the project; if employees lose camp access, they will lose site access
- Camp is run by ESS Haisla Support Services and managed by Bechtel; the traditional camp committee structure does not exist, however a Camp Working group is in place to provide residents with a voice to promote safe operation and maintain high standards of service.

Dispatch to inform Employees of the following:

- Provide the Employer contact information
- Work schedule to the employee
- Daily Safety meetings include a stretching program; this is a mandatory condition of employment

Kitimat Modernization Project Orientation:

- Held at Kitimat Valley Institute - 1352 Alexander Ave. Kitimat, BC (250) 639-9199
- Start time is 7:30 am completing at approximately 12:30 pm
- Participants are to bring a bag lunch; food is available in the camp for residents

Getting to the Orientation:

- Employees will be taken to KVI using the KMP bussing system (HandyDart) leaving the Camp Reception area at 7:10 am
- Once Orientation is complete, employees come to the Contractor Service Centre to receive their Access badge

Contact information:

Email contact	kmpws@bechtel.com
Accommodation Coordinator, Ryan Lederman	250-639-0498
Duty Manager, ESS Haisla Support Services	250-639-7051

SEE ATTACHED MAPS